

## Board of County Commissioners Agenda Request

Date of Meeting: November 16, 2004

Date Submitted: November 10, 2004

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator **PA**  
Vincent Long, Assistant County Administrator

Subject: Acceptance of Status Report on the Leon County Expanded Driver's Education Program and Board Approval to Postpone Contract Renewal Process Until Ongoing Audit of Partners for Highway Safety is Completed

---

### **Statement of Issue:**

This agenda item provides a status report on the Leon County Expanded Driver's Education Program and requests Board approval to postpone the contract renewal process until ongoing audit of Partners for Highway Safety (PHS) is completed.

### **Background:**

On September 24, 2002, the Board adopted Ordinance #2002-20, providing for an additional \$3.00 civil traffic penalty in Leon County effective October 1, 2002 (Attachment #1). The purpose of these funds is to support expanded driver's education programs in public and nonpublic schools.

On November 18, 2003, the Board approved two contracts for the County's driver's education program, totaling \$106,800 (Attachment #2). The first contract was with Leon County Schools (LCS) for \$55,000, which was for the purchase of equipment. The contract with PHS was for \$51,800. Of this funding, \$15,000 was to be used specifically for equipment purchases, and \$36,800 was for reimbursement to PHS for program discounts offered to Leon County residents (Attachment #3).

### **Analysis:**

As part of its normal year-end program review process, staff received the annual reports from PHS and LCS. After an initial review of the records, staff identified numerous discrepancies relating to the contractual agreement between the County and PHS. Consequently staff began a detailed audit of PHS, which remains ongoing to determine the extent of the discrepancies.

Staff has been working with Mr. Paul Burris, President and Founder of PHS, to address several discrepancies regarding equipment purchases and accounting errors; such as erroneous and multiple reimbursements.

**Agenda Request: Acceptance of Status Report on the Leon County Expanded Driver's Education Program and Board Approval to Postpone Contract Renewal Process Until Ongoing Audit of Partners for Highway Safety is Completed**  
November 16, 2004

Page 2

---

As the Board is already aware, the Board approved the continuation of the Greg Burris Memorial Program with the approval of the fiscal year 2004/2005 County budget for \$114,000. Staff has not completed the audit of PHS and has therefore not begun the contract renewal process with either PHS or LCS. At this time, staff is recommending that the Board authorize staff to finish the audit of PHS and report back to the Board with findings and appropriate funds. It should be noted that this delay in the contract renewal process is not expected to negatively affect LCS as the County does not normally provide the funding to LCS to purchase their equipment until near the end of the County's fiscal year.

**Options:**

1. Accept staff report on the status of the annual review of the Leon County Expanded Driver's Education Program and audit of PHS.
2. Authorize staff to complete the audit of PHS and report back to the Board before approving contracts to expend funds for FY 04/05 on this program.
3. Do not accept staff report.
4. Board Direction.

**Recommendation:**

Options #1 and #2.

**Attachments:**

1. Leon County Ordinance #2002-20, relating to Additional Civil Traffic Penalties.
2. November 18, 2003 Agenda Item and Follow-up allocating funds for FY 03/04.
3. Contract between the Board and Partners for Highway Safety for FY 03/04.

PA/BP/KM/KM